

# PEGASUS RUNNING CLUB

## CONSTITUTION (2022)

### 1. Title

The objects of the club will be to provide, stimulate and encourage competition and participation at all levels of endeavour in running and in all modes, i.e. road running, cross country running, off-road running in all its forms, track running and any other multi-sport that includes running as one of its components.

The club will promote and support fitness as a major contributor to the health and well-being agenda and will organise, support and contribute to events, as is appropriate for a club of its size and reputation. The club will be affiliated to Welsh Athletics.

### 2. Club Colours

The club's first and registered colours will be a white vest or other suitable clothing with a horizontal band bearing the club name and motif.

### 3. Membership

- i) Membership of the club will be open to anyone interested in competitive or recreational running (as described in the Objects) regardless of gender, age, disability, ethnicity, sexual orientation occupation, religion, political or other beliefs but must be at least 18 years old on the day of the application. Anyone between the ages of 16 and 18 must be accompanied by a responsible adult during any club training sessions.
- ii) Associate Membership-for those no longer running or competing but wishing to maintain their links with the club and retain membership benefits. The membership fee will be full membership fee minus the WA affiliation fee. This level of membership can be changed to full membership in-year if the member returns to training with or competing for the club.

### 4. Membership Categories

- i) **Full membership.**  
Competing\* members will include the club membership fee, which includes insurance cover for personal injuries and the Welsh Athletics registration fee. These members will have a right to vote at the AGM and any EGM.
- ii) **Associate Membership.**  
Associate Membership – for those who do not want to affiliate with the WA but wish to maintain their links with the club activities and retain membership benefits. The membership fee will be full membership fee minus the WA affiliation fee

iii) **Life Membership.**

The club may confer Life Membership to members who have given the club exceptional service. The club membership will be waived but competing life members would be required to pay the Welsh Athletics registration fee. These members will have the right to vote at the AGM and any EGM.

\* Competing means entering races or other timed events as a club member.

## **5. Membership fees**

Membership fees **will** be for the period 1 April to 31 March and must be paid in full no later than 30 May

i) **New members**

The following fees will apply to new members:-

Members joining from January to March will pay the full membership fee but the WA affiliation fee will be carried through to the following April.

ii) **All Members**

In addition, all competitive members who wish to run under the Pegasus Running Club name and as such receive the benefits of WA affiliation will be required to pay the full Welsh Athletics (WA) registration fee up until 1 April (Any WA fee paid between 1 January and 31 March will carry through to the following April).

iii) The Management Committee can agree reductions to these membership fees or agree in exceptional circumstances (e.g. unemployment) to waive the fee. The club will then pay the member's Welsh Athletics membership fee from club funds.

## **6. Officers**

The management of the Club shall be vested in a Management Committee that shall consist of the following:-

- i) Chair. Role- to chair general meetings and committee meetings and to represent the club's interest at regional and national forums.
- ii) Vice Chair. Role – to chair general meetings and committee meetings in the absence of the chair and to represent the interests at regional and national forums.
- iii) Secretary. Role- to ensure that records are kept of all club activities and membership, to advise the club of all non-financial legal and regulatory requirements and to represent the club's interests at regional and national forums.
- iv) Membership Secretary. Role – to ensure that members pay all fees due and are duly registered with the club and Welsh Athletics.

- v) Treasurer. Role- to ensure that records are kept of all financial viability and sustainability and to advise the club of all financial legal and regulatory requirements
- vi) Male Welfare Officer. Role – to ensure that the welfare of all male members is adequately catered for and to provide advice and guidance where required and appropriate.
- vii) Female Welfare Officer. Role – to ensure that the welfare of all female members is adequately catered for and to provide advice and guidance where required and appropriate.
- viii) Communications Officer/Social Officer
- ix) Committee Member

These officers shall be core members of the Management Committee.

All the foregoing shall be elected at the AGM and remain in office until the conclusion of the AGM of the following year.

- i) Six elected Management Committee members are required for a quorum, of which two must be core members, for a Committee meeting to take place providing the Chair or Secretary is also present.
- ii) The Management Committee shall have the power to fill vacancies if they arise until the next AGM and to co-opt members for particular projects, but co-opted members shall not have a Management Committee vote.
- iv) The Management Committee shall also have the power to establish any other sub Committee deemed appropriate to assist in meeting the objectives of the Club, and to delegate to these sub Committees such duties as may be considered appropriate.
- v) The Management Committee shall have the power to appoint individuals to perform specific duties on behalf of the Committee and to delegate to those individuals such duties as they consider appropriate.
- v) The Management Committee will have due regard to the laws on discrimination and welfare.
- vi) The Management Committee will meet a minimum of 4 times per year, at dates published in advance. Meetings may be held more often at the discretion of the Chair or Vice Chair.

## **7. Annual General Meeting (AGM)**

- i) The AGM shall be held in the month of October or November as dictated by the practical circumstances applicable at that time.
- ii) All members of the Management Committee are required to resign their posts and to seek re-election (if they wish) annually. Club members shall be invited to submit their nominations to become Management Committee members from 1st September (maximum) to 2 weeks (minimum) before the AGM. If no nominations are submitted by this time then nominations shall be permitted at the AGM. Candidates should be encouraged to make their case to the members.

At the AGM the meeting will:

- i) Receive the annual report of the Secretary.
- ii) Receive the financial statements and the Treasurer's report.
- iii) Elect the officers and general members of the Management Committee from the nominated candidates for the ensuing year.
- iv) Consider any amendment to the constitution of which due notice has been given to all members. Any proposed change(s) to the constitution must be received by the Secretary at least 21 days before the meeting in order that all members shall have sufficient notice of the proposal.
- v) Transact any other notified business.
- vi) At least 1 month notice shall be given to members of the date, venue and agenda items for the AGM.
- vii) All Senior and Life Members of the Club shall have one vote. The vote may be exercised in person at the meeting or by email or in writing to arrive with the Secretary no later than 7 days before the AGM. In the case of an equality of votes, the Chair will have a second, casting vote. Voting shall be by a show of hands except where the Chair decides voting shall be by ballot.

## **8. Extra-ordinary General Meeting (EGM)**

- i) An EGM may be called by the Committee to discuss changes to the constitution and rules or any other Club business too urgent to wait for the AGM.
- ii) An EGM must be called if 25% of Senior Members so petition the Secretary in writing.
- iii) One month's notice of an EGM must be given to the all Senior Members and Life Members by email or in writing together with the motion(s) to be discussed. No other business shall be conducted.
- iv) Procedures for voting shall be as used for the AGM.

## **9. Finance**

- i) The financial year of the Club shall end on 31 March.
- ii) All funds belonging to the Club shall be deposited with a bank or building society in accounts that shall carry the Club title. All accounts shall operate on two signatories, including chair, treasurer or secretary.
- iii) Expenditure above agreed budget levels may only be authorised at a Management Committee meeting.
- v) The Management Committee may not take out a loan or overdraft or go into debt without prior approval at a General Meeting.

## **10. Property and Funds**

- i) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the rules and all surplus income or profits are reinvested in the Club.
- ii) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, subsidised entry to competitions and events and subsidised membership.
- iii) The Club will indemnify the Management Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

## **11. London Marathon (and other similar events)**

The Club may receive tickets or entries to events from time to time. A draw will be held to determine who shall receive the tickets or entries. Participants in the draw will need to satisfy the following conditions:-

- i) They will need to have been a fully paid-up member of the Club for 12 months prior to the date of the draw.
- ii) They have not been in arrears in that time.
- iii) Ticket draws will be restricted to full and life members.
- iv) In the case of the London Marathon Draw, these additional conditions will apply:
  - a. They will need to provide suitable proof that they applied for entry and were rejected.
  - b. They will need to show that they are an active member of the Club by completing five open races (excluding parkruns) in the 12 months prior to the draw.
  - c. Any member whose name was drawn the previous year will not be included in the draw.

- d. In the event that they are injured or otherwise unable to participate in the London Marathon they will inform the Club Secretary such that another Senior or Life member from the reserve list may use the Club allocated place instead.

## **12. Grievance Procedure**

It is hoped that all members of the club will feel welcomed, equally treated and comfortable in all activities of the club. If any member does not feel this way they may approach any member of the management committee in confidence. The committee member will then discuss the issue with at least 2 other members of the management committee in accordance with the club's grievance policy.

## **13. Disciplinary Procedures**

The club will not tolerate the physical or mental abuse, harassment, discrimination or defamation of any of its members prior to, during or subsequent to any club events. Any Member whose conduct has been, or is likely to be, prejudicial to the interests of the club will be dealt with in accordance with the club's disciplinary policy.

## **14. Winding Up**

- i) The Senior Members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened General Meeting.
- ii) The Management Committee will then be responsible for the orderly winding up of the Club's affairs.
- vi) After settling all liabilities of the Club, the Management Committee shall dispose of the net assets remaining to one or more of the following:
  - a. Another Club with similar sports purposes which is a registered charity and/or
  - b. Another Club with similar sports purposes which is UKA registered and/or
  - c. The Club's national governing bodies for use by them for related community sports.

## **15. Alterations to the Constitution.**

The Constitution may be altered but only by a resolution passed by a General Meeting.